

Operations Support Specialist - Tufts New England
Regional Biosafety Laboratory
Tufts University

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Posted Apr. 12, 2024, set to expire Dec. 31, 2024

Job Title	Operations Support Specialist - Tufts New England Regional Biosafety Laboratory
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Apr. 12, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory
Job Website	https://jobs.tufts.edu/jobs/20397?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The role of the New England Regional Biosafety Laboratory (NERBL) is to support advanced infectious disease research. The NERBL provides BSL2 and BSL3 biocontainment laboratory and animal accommodation facilities to investigators from academia as well as industry partners engaged in the development and validation of preventives and interventions targeted to infectious disease.

What You'll Do

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As an Operations Support Specialist, you will contribute to the daily operations of the New England Regional Biosafety Laboratory, including the safe disposal of microbiological and animal waste, routine monitoring, operation and maintenance of building infrastructure systems, and decontamination of research and animal spaces. The Facility Support Specialist will work closely with the Associate Director of NERBL Operations to ensure long term sustainability of NERBL operational integrity.

Under guidance of Associate Director, facilitate continuity of daily operations of the NERBL the Research Support Specialist will:

- Assist with monitoring of building functions including building automation system, air flow systems, and security operations.
- Assist with RBL badge assignment, personnel enrollment, and room access.
- Escort and assist contractors responsible for building upgrades and repairs; contact contractors as needed to organize repairs.
- Support ordering and delivery of materials to the NERBL.
- Interface with research stakeholder in the facility to troubleshoot issues with equipment in laboratory and animal spaces.
- Manage and implement decontamination procedures:
- Work with the Associate Director to review and update standard operating procedures (SOPs) for decontamination.
- Perform facility/room decontamination using chlorine dioxide gas and/or vapor hydrogen peroxide.
- Work with the Associate Director to monitor and troubleshoot wastewater treatment system.
- Work with the Associate Director to implement new decontamination technologies as needed.
- Work with Associate Director to support long-term operational integrity of the building:
- Engage in preventative maintenance of key equipment.
- Help develop comprehensive plans for replacement of major equipment.
- Assist with yearly commissioning.
- Other duties necessary for ensuring operational sustainability.
- Operate and manage major equipment
- Assist with development and implementation of SOPs for operation of tissue digester, autoclaves, and cage/rack washers.
- Ensure safe and timely processing of hazardous waste.
- Support capital equipment tagging, tracking and management.

What We're Looking For

Basic Requirements:

- Knowledge and skills as typically acquired by a High School diploma or equivalent.
- Should be comfortable using Microsoft Windows programs including Word, Excel, Power point, e-mail network.
- Position involves heavy lifting (with accommodation); frequent pushing and pulling of heavy equipment; standing for long periods; climbing several sets of stairs multiple times a day carrying various pieces of equipment or supplies.
- Use of standard tools (Hammer, socket wrench, saws, etc.).
- Operate pallet jacks, dollies, scissor lifts.
- Medically fit to use N95, PAPR, or other respirator.
- Must be willing to enter BSL3/ABSL3 infected spaces.
- Must be able to pass/acquire Select Agent Certification through CDC (Pass background/financial checks).

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Preferred Qualifications:

- Related Associates or Bachelors Degree, familiarity with research settings.
- Mechanical aptitude and/or small equipment repair experience is desirable.

Special Work Schedule Requirements:

- Extended hours, Weekends and Holiday hours may be required, Assist in critical alarm response for building alarms after hours and weekends/holidays.

Pay Range

Minimum \$84,400.00, Midpoint \$105,550.00, Maximum \$126,700.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact